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To: [Career Deputy Assistant Administrators; Leadership Deputy Associate Administrators; Leadership Assistant Administrators; Leadership Regional Administrators; Leadership Deputy Regional Administrators; Leadership Associate Administrators; Leadership Deputy Assistant Administrators; Deputy Regional Counsels; Regional Counsels; Regional FOIA Officers; FOIA Coordinators, Officers, and Alternates; EPA FOIA Community](#)
Cc: [Chaudhary, Dimple; Hope, Brian; Joffe, Brian; OGC NFO; Vendinello, Lynn; Gross, Louann; Wachter, Eric; Weaver, Susannah](#)
Subject: September 2021 EPA FOIA Backlog Report
Date: Tuesday, September 7, 2021 8:44:53 AM
Attachments: [image005.png](#)
[image007.png](#)

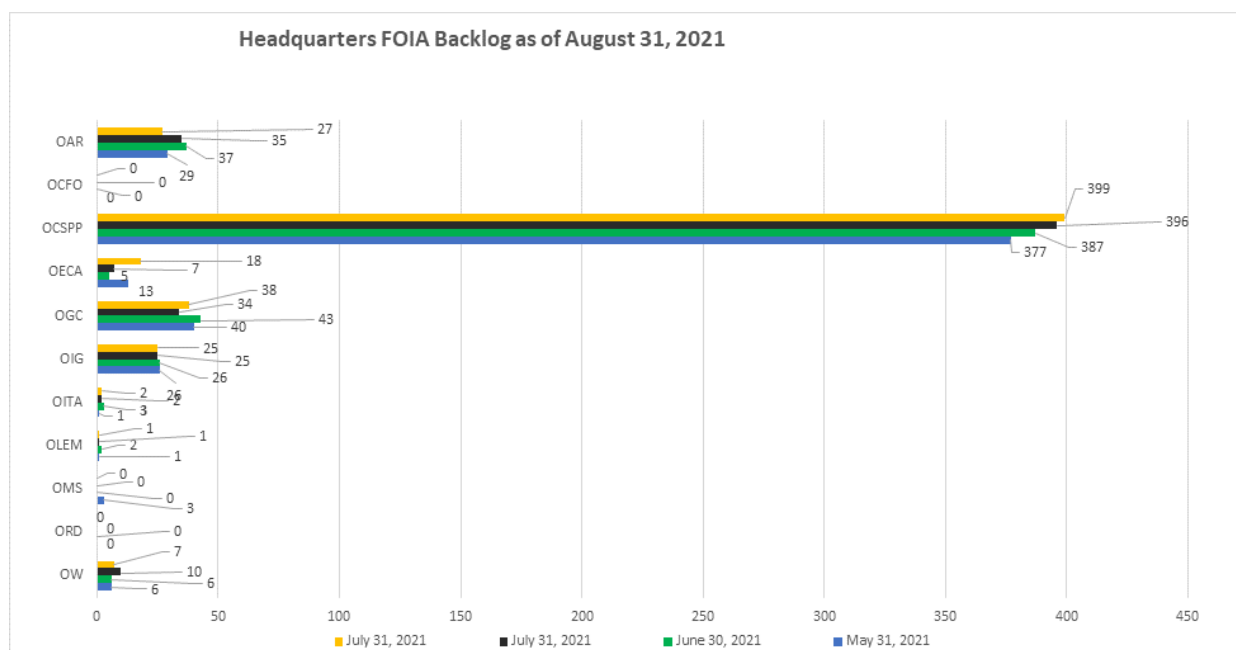
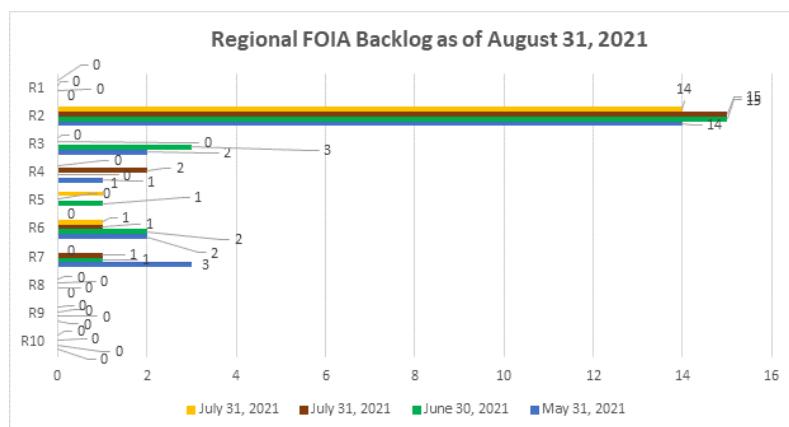
Colleagues,

The Agency's backlog of overdue FOIA requests declined modestly in August 2021. Overall, the Agency's backlog of overdue FOIA requests went down to 1,132 in August from 1,163 at the end of July. So far this fiscal year, the Agency has reduced the backlog of overdue FOIA requests by approximately 19% from the beginning of the fiscal year when the backlog of overdue FOIA requests was 1,395.

Congratulations for a zero backlog to OCFO, OMS, ORD and Regions 1, 3, 4, 7, 8, 9, and 10. Congratulations also to the following additional offices for keeping their backlog below five for the last several months: OITA, OLEM and Regions 5, 6 and 7. Maintaining these low numbers is critical to the Agency's overall commitment to transparency and the specific objective to eliminate the FOIA backlog.

End of July Overdue FOIA Data

The charts below show the number of overdue FOIA requests in EPA headquarters program offices and the regions at the end of the most recent four months: July, June, May, and April 2021. The Office of the Administrator reduced its backlog to 615 from 634 at the end of July.



For this report, overdue FOIA request is defined as a FOIA request pending for more than 20 working days as of the end of the month or beyond an applicable due date extension that has been documented in FOIAonline (by agreement, proper notice of unusual circumstances, or notice

of clock stoppage for clarification or fee assurances that is recorded as a due date extension). Please note that this definition of the backlog is different from the definition required for the Agency's annual report to the Department of Justice, which does not take into account unusual circumstances extensions beyond 10 days or other statutorily authorized due date extensions documented in the FOIAonline tracking system.

The May data in this report was generated from FOIAonline on June 2; the June data on July 1 (the June data includes an adjustment for one office for due date extensions that were recorded in FOIAonline soon after the aggregate data was downloaded); the July data on August 2; and the August data on September 1. If you would like to discuss the data, what additional data you would like to see reported, or to discuss ideas on how we can more rapidly reduce the Agency's FOIA backlog and more effectively meet the Agency's FOIA responsibility, please contact me at epp.timothy@epa.gov or at (202) 564-2830.

Tim

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